

MACON-BIBB COUNTY BOARD OF TAX ASSESSORS
June 22, 2022
Regular Board Meeting
Minutes

OFFICIAL RECORDS OF THE MINUTES MARKED THIS DATE ARE ON
FILE IN THE TAX ASSESSORS OFFICE
AND ENCOMPASS THE FULL MINUTES OF THIS MEETING

The regular meeting of the Macon-Bibb County Board of Tax Assessors was held at the Board Room of the Tax Assessors Office on June 22, 2022 at 2:00 p.m.

Board Members Present: Jean Hagood, Chairman; George Thomas, Vice-Chairman; Jonathan Alderman, Billy Pitts, Jim Davis, Assessors

Board Members Absent: None

Board Attorney: Lauren Schultz, James, Bates, Brannan, & Groover

Administrative Personnel Present: Andrea Crutchfield, Chief Appraiser; Jody Claborn, Deputy Chief Appraiser; Kema Bishop, Appraisal Manager, Residential; Lori Buchanan, Appraisal Manager, Commercial; Katie Kern, Appraisal Manager, Special Projects

Administrative Personnel Absent: None

Staff: Jennifer Mitchell, Board Secretary, Appraiser I

Media: None

Observers: None

Call to Order by the Chairman: The Chairman called the regular meeting of the Macon-Bibb County Board of Tax Assessors to order at 2:00 p.m.

PUBLIC COMMENTS

None.

APPROVAL OF MINUTES

Approval of minutes for the meeting of June 8, 2022.

Ms. Hagood presented this item.

Mr. Alderman made the motion to approve the meeting minutes.

Mr. Pitts seconded the motion.

Ms. Hagood called for the vote. The votes were:

Aye – Ms. Hagood, Mr. Thomas, Mr. Alderman, Mr. Pitts, and Mr. Davis
No –
Abstain –
Absent –

Ms. Hagood declared the motion carried.

CHIEF APPRAISER’S REPORT

1. 2022 Appeal Update – Ms. Crutchfield stated that there are 764 appeals at this time.
2. BOE Update – Ms. Schultz prepared a letter to include with appeals certified to the BOE that states if the appeal administrator should determine to hold any appeals by remote communication, to please let the Tax Assessors Office know if the taxpayer has consented to such remote communication as provided for in O.C.G.A. § 48-5-311(e)(6)(A). At this time, all hearing are being held virtually. Ms. Schultz has also prepared an objection to be read at the beginning of each virtual hearing.
3. Reports from Managers:
 - A. Residential Division—Ms. Bishop gave an updated report on the Residential Division. The staff is currently corresponding with taxpayers through phone and in office visits. The appeals are being reviewed in office or field, if necessary, and the Appraiser III’s are finalizing the appeals. Return mail is also being reviewed. The staff has reviewed 247 parcels in the field since the last Board meeting. They have had a total of 714 appeals as of 6-22-2022 with 495 active appeals remaining. They had 441 appeals at this meeting in 2021. The Residential Division has 42 appeals certified to the BOE and seventy-nine 30-day notices. They have had a total 984 permits year to date versus 1,518 last year.
 - B. Commercial Division— Ms. Buchanan gave an updated report on the Commercial Division. They are continuing to work 2022 permits as well as review parcels with a 2019 review date. The have been busy requesting information and working 2022 appeals that have been received. Commercial has received 58 appeals. They are working on making adjustments to Commercial/Industrial parcels using the GMASS schedules and labels for the 2023 year.
 - C. Special Projects— Ms. Kern gave an updated report on the Special Projects Division. They have been completing clerical work to get all Personal Property returns filed back for the 2022 year, processing any returns and Freeport applications that were filed late, and processing any appeals received. They have received 39 business personal property, aircraft, or Marine Equipment Appeals to date. They have 34 active appeals, 1 certified to the BOE and 4 withdrawn.

MOTION TO APPROVE CONSENT AGENDA

Vote to approve the Consent Agenda June 22, 2022

Ms. Hagood presented this item.

Mr. Thomas made the motion to approve the Consent Agenda.

Mr. Alderman seconded the motion.

Ms. Hagood called for the vote. The votes were:

Aye – Ms. Hagood, Mr. Thomas, Mr. Alderman, Mr. Pitts, and Mr. Davis
No –
Abstain –
Absent –

Ms. Hagood declared the motion carried.

MISCELLANEOUS ITEMS

None.

EXEMPTION REQUESTS

None.

HOMESTEAD EXEMPTIONS

Vote to approve the 1 Homestead Exemption for 6.22.22 (See attached list included with meeting minutes)

Ms. Hagood presented this item.

Mr. Davis made the motion to approve the Homestead Exemption.

Mr. Pitts seconded the motion.

Ms. Hagood called for the vote. The votes were:

Aye – Ms. Hagood, Mr. Thomas, Mr. Alderman, Mr. Pitts, and Mr. Davis
No –
Abstain –
Absent –

Ms. Hagood declared the motion carried.

EDUCATION

None.

SCHEDULING OF MEETINGS

The next meetings are scheduled for July 13th and 27th, August 10th and 24th at 2:00 p.m.

POLICIES & PROCEDURES

None.

Motion to Adjourn

Ms. Hagood presented this item.

Mr. Thomas made the motion to adjourn the meeting at 2:57 p.m.

Mr. Pitts seconded the motion.

Ms. Hagood called for the vote. The votes were:

Aye –Ms. Hagood, Mr. Thomas, Mr. Alderman, Mr. Pitts, and Mr. Davis

No –

Abstain –

Absent –

Ms. Hagood declared the motion carried.

Respectfully Submitted:

Jennifer Mitchell
Residential Appraiser I / Admin Assistant /
Board Secretary